



Meeting Minutes

Executive Committee

David Hollowell, Chair

August 22, 2012 via conference call

Attendees: Marie Betlow, Ann Marie Flake, Karen Kubert

Staff: Jack Patten (WIB Director)

The meeting was called to order at 9:00 a.m.

Learning Link Funding

Jack Patten reported that the WIB received a Notice of Obligation for \$79,000 to fund Learning Links in Program Year 2012. The Links cost approximately \$210,000 to operate annually. The WIB notified the New Jersey Department of Labor and Workforce Development (NJ LWD) that, absent additional funding, the Learning Links in Dover, Franklin and Phillipsburg will close in November 2012. NJ LWD informed the WIB that it will issue a Notice of Grant Opportunity (NGO) in September 2012 for Adult Education funds that could be used to fund Learning Links. Since WIBs will not be eligible applicants under the NGO, the Morris-Sussex-Warren Adult Education Consortium will apply for funds on the WIB's behalf. Detailed discussions of application contents will begin when the NGO is issued.

Youth Funding

The WIB returned \$300,000 in Program Year 2012 Youth funding to NJ LWD. The limited number of youth training providers in the tri-county area make it very difficult to expend the entire youth allocation of \$884,304. The WIB and Employment & Training Services (ETS) continue to seek youth providers and to implement effective strategies for youth program recruiting. Karen Kubert asked if Jack had consulted with Phillipsburg School-Based Youth Services before returning the money. Jack assured Karen that he had detailed conversations with them and other youth vendors.

Pharmaceutical Re-Employment Project NEG

On July 15, 2012, the WIB received a Notice of Obligation (NOO) for \$883,307 to extend the Pharmaceutical Re-Employment Project National Emergency Grant through September 2013. The NOO allocated only \$2,012 for administration and \$40,239 for counseling. The WIB and ETS requested and were granted a modification to the NOO allowing \$120,000 for counseling and \$65,000 for administration. The Committee agreed that the revised allocations more accurately reflect program activities and services.

September WIB Open Meeting

The September WIB Open Meeting will be held at Picatinny Arsenal. Sallie Sullivan attempted to arrange a tour of their business incubator, the Picatinny Innovation Center (PIC), as part of the meeting, but logistical considerations led to an alternative plan. Mark Merclean, Executive Director of the PIC, will present information on the incubator to WIB members at the Open Meeting. Marie Betlow suggested that members be advised to allow extra time to pass security at the Arsenal.